

**The Regular Meeting of the  
Brian Head Town Council also  
Acting as the Governing Body of the  
Brian Head Special Service District &  
Brian Head Redevelopment Agency  
Town Hall Council Chambers  
56 N. Hwy 143, Brian Head, UT 84719  
TUESDAY, MAY 28, 2013 @ 1:00 PM**

**Roll Call.**

**Members Present:** Mayor/Chair H.C. Deutschlander, Council/Board Member Larry Freeberg, Council/Board Member Clayton Calloway, Council/Board Member Jim Ortler, Council/Board Member Linda Ames.

**Staff Present:** Bret Howser, Nancy Leigh, Tom Stratton, Cecilia Johnson, Wendy Dowland.

**A. CALL TO ORDER**

Mayor/Chair Deutschlander called the regular meeting of the Town Council and special meeting of the Special Service District and Redevelopment Agency to order at 1:00 pm.

**B. PLEDGE OF ALLEGIANCE**

Mayor/Chair Deutschlander led the Council/Board and others in the Pledge of Allegiance.

**C. DISCLOSURES**

There were no conflicts of interest with today's agenda items. Mayor/Chair Deutschlander stated that the disclosure statements are on file in Clerk's office and are available for public inspection during normal business hours.

**D. APPROVAL OF THE MINUTES:**

**1) Town Council/Special Service District Minutes of May 14, 2013**

**Motion:** Council/Board Member Ortler moved to approve the May 14, 2013 Town Council & Special Service District minutes. Council/Board Member Ames seconded the motion.

**Action:** **Motion carried 5-0-0 (summary: Yes = 5). Vote: Yes:** Mayor/Chair Deutschlander, Council/Board Member Freeberg, Council/Board Member Calloway, Council/Board Member Ortler, Council/Board Member Ames.

**2) Redevelopment Agency Minutes of June 12, 2012**

**Motion:** Board Member Ortler moved to approve the June 12, 2012 Redevelopment Agency minutes. Board Member Ames seconded the motion.

**Action:** **Motion carried 4-0-1(summary: Yes = 4, No = 0, Abstain = 1 Vote: Yes:** Chair Deutschlander, Board Member Freeberg, Board Member Ortler, Board Member Ames. **Abstain:** Board Member Calloway.

**E. PUBLIC INPUT/ REPORTS (Limited to three (3) minutes) Non-Agenda Items**

**Nancy Leigh, Town Clerk,** reported the filing period for candidacy for the November election is June 1 -7, 2013. Those who are interested in filing, please contact Nancy for details.

**Council/Board Member Ames** reported the town has laid down mag chloride on the dirt portion of Hunter Ridge Road with the understanding the product was given to the town free of charge. This product has greatly reduced the dust from traffic and seems to be working.

**Bret Howser, Town Manager**

1. The town has hired an Event Coordinator, Megan Stewart, who will be working part time for the town. She will be working more hours during the events. She is currently working on the Tour of Utah event.
2. The Mayor, Tom Stratton and he met with the David Maxwell regarding the trail easements for the town. Staff is currently working on completing the Master Trail Plan and will be presenting it to Council in the future.

- 1 3. Mayor Deutschlander inquired as to the status of the Brian Head Acquisition Partners agreement. Bret responded the  
2 item was tabled during the last Council meeting and staff is currently researching information to present to Council in the  
3 near future.  
4

5 **Tom Stratton, Public Works Director**

- 6 1. The town has received a permit from Bureau of Land Management (BLM) for the ATV trail in Parowan Canyon.  
7 2. Mayor Deutschlander inquired if staff will be putting the same emphasis on the bike trails going out of the town  
8 boundaries as the OHV trail was given.  
9

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11 **F. AGENDA TOPICS:**  
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13 **1. INTRODUCTION / DISCUSSION TO PUBLIC HEARING FOR THE 2013-2014 BUDGETS.** A brief  
14 explanation and answer questions regarding the 2013-2014 Budgets for the Town, Special Service District and Redevelopment  
15 Agency.  
16

17 Bret Howser, Town Manager, inquired if there were specific areas of the budget the Council/Board would like to discuss, such as  
18 the changes that were made since the budget retreat. The 2013-2014 tentative budget was presented to the Council/Board (see  
19 attached).  
20

21 Cecilia Johnson, Town Treasurer, updated the Council/Board on the changes made to the General Fund and Redevelopment  
22 Agency (RDA) budgets:

- 23 1. The professional fees from Lewis, Young & Burningham have been removed from the budget due to a change in the  
24 town's financial advisors.  
25 2. The purchase of a skid steer loader and what departments would need to be identified for a portion of the cost related.  
26 Staff will monitor the use of the skid steer to determine the appropriate allocation of cost for the equipment.  
27 3. Cecilia presented a list of changes she has implemented into the tentative budget (see attached list).  
28 4. Discussion on a management fee of 5% identified in the original RDA plan for managing the district and if the town  
29 could be eligible or if part of the fees were owed to Lewis, Young & Burningham for last year's professional service  
30 managing the RDA District.  
31 5. The RDA will be contributing to the reservoir project in the amount of \$600,000. USDA will be contributing \$800,000  
32 towards the project.  
33 6. Council/Board will be discussing projects for the reservoir which were not included in the contract with JP Excavating.  
34 7. The Salt Pile Springs project has been held off until next budget year.  
35 8. Staff will verify the difference in the snowmaking bond and if the terms were shorten when the bond was refinanced in  
36 2005.  
37

38 Bret Howser, Town Manager, then presented a power point presentation on the changes and projection for the water fund (see  
39 attached). Listed below are some highlights of the power point presentation:

- 40 1. The town has a structural deficit in the 2013 budget and in response; staff has adjusted the budget in order to manage the  
41 water fund.  
42 2. Staff will focus on identifying surplus coming in to sustain the fund and cover debt obligations.  
43 3. Staff recommends the Council consider a long term plan for the water fund.  
44 4. Lewis, Young & Burningham completed a calculation of projecting very little growth for the water fund.  
45 5. Staff is currently working on a water rate analysis for Council to review.  
46 6. Staff will identify future conversations with the Council on the priorities of the Capital Projects and the funding for those  
47 projects.  
48 7. Staff will complete an analysis on the personnel wages identified in the water fund.  
49 8. Staff will review the water, sewer and solid waste funds and present proposals to the Council for consideration.  
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51

52 **2. PUBLIC HEARING FOR THE 2013-2014 TOWN BUDGETS ENDING JUNE 30, 2014.**  
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54 **Motion:** Council/Board Member Ortler moved to recess the regular meeting of the Town Council and open the public  
55 hearing for the 2013-2014 Town Budgets. Council/Board Member Ames seconded the motion.

56 **Action:** **Motion carried 5-0-0 (summary: Yes = 5 Vote: Yes: Mayor/Chair Deutschlander, Council/Board Member**  
57 **Freeberg, Council/Board Member Calloway, Council/Board Member Ortler, Council/Board Member Ames.**  
58

59 The public hearing was opened at 2:10 PM.

No public comments were made, nor any written comments submitted to the Town Clerk.

**Motion:** Council/Board Member Ames moved to close the public hearing the reconvene the regular meeting of the Town Council. Council/Board Member Freeberg seconded the motion.

**Action:** **Motion carried 5-0-0 (summary: Yes = 5 Vote: Yes: Mayor/Chair Deutschlander, Council/Board Member Freeberg, Council/Board Member Calloway, Council/Board Member Ortler, Council/Board Member Ames.**

The public hearing was closed at 2:12 PM.

The Council/Board held discussion on the 2013-2014 budget:

1. Council/Board directed staff to present the budget for adoption during the June 11, 2013 Council/Board meeting.
2. The projected growth was discussed and how it is related to the property tax revenue. Bret reported in the rate is approximately 15% to 18% more than projected.
3. Bret invited the Council/Board Members who are interested to sit down with him to review the property taxes in detail.
4. Council/Board Member Ortler commented on the revenue of the shuttle fees and resort taxes which are assessed at the same base of 1.5% and the difference in the two revenue lines. Nancy Leigh, Town/District Clerk, explained the difference in the revenue collected due to not all businesses who are paying the resort taxes are paying the shuttle fees, such as the large corporations outside the town.
5. Mayor/Chair Deutschlander encouraged the Council/Board to review the budget closely for June 11<sup>th</sup> and if there are areas of concern to please address them prior to the adoption of the budget.

**3. SPECIAL SERVICE DISTRICT BID AWARD FOR 400 ACRE FEET OF WATER IN THE PAROWAN VALLEY.** Bid award for 400 acre feet of water in the Parowan Valley for the 2013 irrigation season and agreement for the lease of the water.

Tom Stratton, Public Works Director, reported the district has advertised for the lease of 400 acre feet of water in the Parowan Valley and staff has received one bid from Robert Brothers Dairy in the amount of \$5,000.00 (see attached). The lease is for the 2013 irrigation season and Robert Brothers Dairy has received the bid award in prior years. Staff recommended the Board award the lease of 400 acre feet of water in the Parowan Valley to Robert Brothers Dairy for the 2013 irrigation season.

Discussion was held regarding the application the district/town has submitted to the State Engineer for changing the point of diversion with the 400 acre feet of water. Tom reported the application has been submitted and the point of diversion has been approved by the State Engineer.

**Motion:** Board Member Ortler moved to award the bid to Robert Brothers Dairy for the leasing of 400 acre feet of water rights in the Parowan Valley for the 2013 irrigation season in the amount of \$5,000. Board Member Ames seconded the motion.

**Action:** **Motion carried 5-0-0 (summary: Yes = 5 Vote: Yes: Chair Deutschlander, Board Member Freeberg, Board Member Calloway, Board Member Ortler, Board Member Ames.**

**4. PROPOSED RESOLUTION AUTHORIZING A WATER RIGHTS LEASE AGREEMENT WITH ROBERT BROTHERS DAIRY.** A resolution for the water rights leases agreement with Robert Brothers Dairy for the 2013 irrigation season.

Nancy Leigh, District Clerk, presented a proposed resolution authorizing a water rights lease agreement with Robert Brothers Dairy for the 2013 irrigation season (see attached).

**Motion:** Board Member Ames moved to adopt Resolution SSD-012, authorizing a water rights lease agreement with Robert Brothers Dairy for the 2013 irrigation season as presented. Board Member Freeberg seconded the motion.

**Action:** **Motion carried 5-0-0 (summary: Yes = 5 Vote: Yes: Chair Deutschlander, Board Member Freeberg, Board Member Calloway, Board Member Ortler, Board Member Ames.**

**H. ADJOURNMENT**

**Motion:** Council/Board Member Ortler moved to adjourn the regular/special meeting of the Brian Head Town Council, Special Service District and Redevelopment Agency for May 28, 2013. Council/Board Member Ames seconded the motion.

**Action:** **Motion carried 5-0-0 (summary: Yes = 5 Vote: Yes: Mayor/Chair Deutschlander, Council/Board Member Freeberg, Council/Board Member Calloway, Council/Board Member Ortler, Council/Board Member Ames.**

The regular / special meeting of the Brian Head Town Council, Special Service District and Redevelopment Agency was adjourned at 2:30 pm for May 28, 2013.

June 11, 2013

Date Approved

Nancy Leigh

Town/District Clerk